

**RECORD OF PROCEEDINGS**

Minutes of

**DANBURY TOWNSHIP BOARD OF TRUSTEES REGULAR**

Meeting

BEAR GRAPHICS 800-325-6094 FORM NO. 10148

Held

February 27, 20 19

The Regular Meeting of the Danbury Township Board of Trustees was held at the Danbury Township Hall, February 27th, and called to order at 6:30 p.m. by Vice Chairman John Paul Dress.

The pledge of allegiance was recited.

At the conclusion of pledge of allegiance, the roll was called and the following members were present: Mr. Hirt, Ms. Rozak and Mr. Dress. Also present were, Fiscal Officer Carolyn Adams, Road Superintendent Brett Waldron, Police Chief Mike Meisler, Fire Chief Keith Kahler, Tim Almendinger and Zoning & Planning Administrator Kathryn A. Dale. Susan Dress and Brian McCune were also in attendance.

**APPROVAL OF THE MINUTES**

Mr. Dress moved and Mr. Hirt seconded the motion to approve the regular meeting minutes for February 13, 2019 as presented. All voted yes.

**CORRESPONDENCE**

- Ottawa County Senior Resources, March for Meal
- Ottawa, Sandusky Seneca Solid Waste District change March 2nd pickup to March 1st. for this week only
- 2019 Great Lakes Sediment and Nutrient Reduction Program Grant
- Ohio Department of Transportation 2019 Township Safety Sign Upgrade Grant
- Thank you from Joe & Lisa Kopp /ref. vandalism to their car / Officer Cunningham's help
- Ohio Paving & Construction Co. LLC Cooperative purchasing through the Sourcewell EZIQC PROGRAM.
- Thank you from Ottawa County Prosecutor VanEerten for support of the Task Force.
- OTARMA (Township insurance carrier) will conduct appraisals of all building valued over \$50,000.00
- Ottawa County Farm Bureau Legislative Luncheon March 27, Noon, Bay Township Hall.

**ROADS-BUILDINGS-GROUNDS**

Road Superintendent and Cemetery Sexton provided the following report:

- Cleanup of Sackett Cemetery will begin April 1st.
- Township Road tour with a county engineer representative is scheduled March 6th at 10:00 AM. This is a yearly review of Township road conditions.
- Battlefield Park Willow tree that was blown over during a storm has been cleaned up and disposed of.
- Brush pile on 269 is currently being ground.
- Mr. Dress and Mr. Waldron reviewed the Tru Green contract for renewal.
- Several snow and ice events have occurred.
- The Department provided maintenance on equipment.
- Township cleanup will resume in April with new rules

**POLICE**

Mr. Dress reviewed the monthly report ending February 27th with 243 incidents reported to date in February. The Ohio Law Enforcement Body Armor Program grant is 75% reimbursing from the State Attorney Generals' Office.

Ms. Rozak motioned the purchase of new body armor at a cost of \$6392.00, of which \$4794.00 to be reimbursed. Mr. Dress seconded the motion. Roll Call: Mr. Dress YES, Mr. Rozak YES, Mr. Hirt YES. Purchase of new Police vehicle delayed until the tax disbursement is received from the County Auditor.

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**FIRE**

Mr. Hirt read the report that Fire Chief Keith Kahler submitted that listed the details of the calls the fire department handled during the month of February and year to date totals. Details are listed below:

		Fire & Ems Run Details				
	EMS	Fire	MVC*	Alarm **	CO***	Mutual Aid
As of 2/27/2019	40	2	6	4	1	3
To date	100	3	9	9	1	7
Year-To-Date	129					

\*Motor Vehicle Crash(s)  
 \*\* Alarm Activation(s)  
 \*\*\*Carbon Monoxide Investigation(s)

Chief Kahler recommended Dean Heberlein as VFF and EMT-P at the rate of \$16.50 per hour. Motion by Ms. Rozak and Seconded by Mr. Dress, to hire Mr. Heberlein. Roll Call: Mr. Dress YES Ms. Rozak YES, Mr. Hirt YES.

Chief Kahler advised the Board of property on St. Rt. 163 that is available for purchase. Parcel # 0141171815676000 is zoned C-2 containing 6.847 acres. The property is centrally located with ample room for a new fire station. The owners have agreed to an offer of \$75,000.00. A motion by Ms. Rozak to pursue the purchase of the property, seconded by Mr. Hirt. ROLL CALL Mr. Dress YES, Ms. Rozak YES, Mr. Hirt YES.

**ZONING**

To-date this month there has been 12 permit applications submitted/processed totaling \$ 1,143.24.

**Board & Commission Activities**

**Board of Zoning Appeals:**

The BZA held adjudication hearings September 19, 2018 on the following cases:

- a. **BZA-2019-007**  
**Approved as Presented**  
**129 Leddy.** Request for an Area Variance to Section 5.1.1.C. to allow for the construction of an 18' x 20' detached garage to be 2.5' from the east, rear-yard and 1.5' from the south, side-yard where 5' is required. **Robert & Kathleen Lucak, Owners/Applicant.**
- b. **BZA-2019-013**  
**Approved as Presented**  
**6721 E. Harbor Road (Lot 19, Snug Harbor).** Request for an Area Variance to Section 3.5.7 to allow the east, front yard setback to be 5' (20' required) and 2.2.172 Front Yard Definition to rotate how the setbacks are applied to the lot. **Safe Harbor Marina, Mark & Kenny Montgomery, Owner/Applicant.**
- c. **BZA-2019-014**  
**Approved as Presented**  
**0 Von Glahn Road (PIN# 0142000530464000).** Request for an Area Variance to Section 3.1.1.D to allow for a lot split with a minimum width at the street for the remaining parcel to be 125' wide (150' required). **Charles Scott, Owner/Applicant.**

**ZONING COMMISSION:**

The Zoning Commission is scheduled to meet March 6, 2019. We will be discussing zoning code modifications.

**Department Updates**

Nothing new to report. Activity in the office is starting to pick up.

**VIOLATIONS/ COMPLAINTS:**

None.

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**COMMENTS & CONCERNS**

Brian McCune discussed drainage concerns on St. Rt. 163 near HyWay Bait and Tackle and PerryView subdivision. Excavation the area has created changes to the contour creating flooding and ponding on the roadway. ODOT is responsible for the road and will be contacted.

**DISMISSAL OF DEPARTMENT HEADS**

**FISCAL BUSINESS**

Motion to approve payroll and bills totaling \$97,932.99 was made by Ms. Rozak and seconded by M. Dress. Roll call all voted yes. Update on Healthcare cost saving measures. Credits are being received, but some accounts still need to see some credits. Fiscal Officer is monitoring to make sure accounts have corrections on billing corrected.

**EXECUTIVE SESSION**

Ms. Rozak motioned to convene executive session to discuss police personnel at 7:30PM. Seconded by Mr. Hirt.

Ms. Rozak motioned to adjourn executive session at 7:50 PM. and reconvene to regular session. Seconded by Mr. Dress.

Ms. Rozak motioned creating the position of Police Sergeant.

**RESOLUTION # \_\_\_\_\_ - 2019**

**Police Sergeant: First Line Supervisor during the afternoon and evening shifts. Provide Leadership to the Patrol Officers and build/maintain morale. Traffic Crash Investigations and Traffic Enforcement. Criminal patrol to deter crime and enforcement of the law. Provides for the safety of Officers and citizens. Knowledge or radio procedure, computer system and filing system. Provides good public relations for the Department. Familiar with disaster and emergency procedures. Make sure all incident reports are accurate and completed in a timely manner. Collection and preservation of evidence. All other duties assigned by the Police Chief. The position will earn an additional \$.50 per hour.**

Mr. Hirt seconded the motion. Roll Call: Mr. Dress YES, Ms. Rozak YES, Mr. Hirt YES

Motion to adjourn AT 7:52PM. All voted yes.

\_\_\_\_\_  
Fiscal Officer

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